**Meeting Minutes**

1. **Welcome and Introductions**

**Co-Facilitator, Crissy Calvert**

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| --- | --- |
| **Organization** | **Name(s)** |
| Bell County Public Health District | Renee Stewart |
| Bluebonnet Trails | Jennifer Bourquin  Beth McClary  Lisa Carson  Meghan Nadolski |
| Center for Life | Joey Smith  Ranita Oliver |
| Central Counties Services | N/A |
| Hill Country MHMR | N/A |
| Little River Healthcare | N/A |
| Scott & White – Llano | Kim Schroeder |
| Scott & White – Memorial | N/A |
| Seton Harker Heights | N/A |
| Seton Highland Lakes | Crissy Calvert  Rusty Felan |
| St. David’s Round Rock Medical Center | N/A |
| Williamson County and Cities Health District | Marjie Riggio |
| RHP 8 Anchor Team | Jennifer LoGalbo  Angie Alaniz – dialed in participant |
| Other Stakeholders | Pauline Van Meurs – Williamson County Emergency medical Services  Dalia Vela – Faith Mission – dialed in participant  Randy Wells – Faith Mission – dialed in participant |

1. **Review Meeting Minutes from Last Meeting**

**Co-Facilitator, Crissy Calvert**

Action Items from 1/21 meeting:

|  |  |  |
| --- | --- | --- |
| **Person Assigned Task** | **Task** | **Status: Completed / Not Completed** |
| Joey | Research other hospitals on their prescription coverage right after discharge | Not Complete |
| Joey | Update Team Charter | Complete |
| Beth | Serve as “writer” for January Newsletter | Complete |
| Beth | Will look into HOGG Foundation | Complete |
| Crissy | Research Readmission Cohort | Not Complete |
| Crissy | Schedule and Plan Next Meeting | Complete |
| Crissy | Be the presenter on the Conference call | Complete |
| Jennifer | Update Cohort development materials and send to Joey and Alexis for “proof binders” | Complete |

1. **Presentation: Faith Mission Medical Assistance Program (MAP)**

**Rev. Randy Wells, Executive Director of Faith Mission**

* Randy Wells and Dalia Vela presented to the Cohort about the Washington County MAP
* The program utilizes resources in the community such as churches and has sought creative ways to address the transportation gap in Washington County
* Randy and Dahlia covered the short and long term programs, along with an overview of the application process
* See PowerPoint with meeting minutes
* Ms. Dalia Vela, Director, MAP Program

(979) 830-1155

[dalia.vela@faithmission.us](mailto:dalia.vela@faithmission.us)

* Rev. Randy Wells, Executive Director, Faith Mission

(979) 277-8783

[randy.wells@faithmission.us](mailto:randy.wells@faithmission.us)

1. **Review and Determine Action on Medication Management Resources**

**Co-Facilitator, Joey Smith**

* + Cohort participants share updates on “homework” action item assignments from last meeting.
* During the December meeting Cohort members decided to focus on the following aim:

*Identification of resources for payment of medication for indigent patients (specific focus is on the 7-10 day gap that occurs between receiving a prescription, and receipt assistance program medications in the mail, even when applied for timely by the prescriber.)*

* Members shared information about “homework” findings:
  + HOGG Foundation: Beth was able to look into this
    - Discussed Harold Simmons Fund, Robert Wood Johnson Foundation and Common Wealth Fund
  + Presumptive Medicaid / Reducing Readmission Cohort - Crissy will continue to look into this
    - Hopes to get a guest speaker to present to Cohort in upcoming meeting
  + Websites that offer information on Transportation - Jennifer L. found a number of websites that help to find this
    - She presented on potential methods the Cohort could pull the existing information together from various websites without “reinventing the wheel”
    - The Anchor team will work on this effort to present at the next in-person meeting
  + Attendees decide on next steps/action items to further explore.

A few of the Cohort members decided to work as a small group to obtain a grant to begin Medication Assistance Program (MAP) for those interested (MAP team – Beth, Pauline, Kim, Crissy, Jennifer B., and Rusty will do preliminary research on possible options – will meet at 10 a.m. March 23rd via conference call hosted by Bluebonnet)

1. **Discuss RHP 8 Learning Collaborative Event and Receive Feedback on Focus Area for Next LC Event**

**Anchor Team, Jennifer LoGalbo**

* Cohort members explained the Anchor team does provide examples of CQI tools via the monthly LC calls, but the members expressed interest in having hands-on workshop to learn to use CQI tools (e.g., PDSAs, fishbone diagrams, etc.).
* Additionally, Cohort members would like to hear how these tools are used to address actual DSRIP projects.

1. **Discuss and Decide on Next Steps Related to Lack of Transportation**

**Co-Facilitator, Joey Smith**

* Cohort participants will discuss areas they are interested in researching.
  + Due to lack of time, Cohort was unable to address this agenda item.
  + Jennifer L. shared ideas about how the Anchor team can help alleviate the workload on the Cohort members by looking at existing transportation websites and to find options that cover 9-county area.
  + Cohort members welcomed the idea, and Anchor team will work on this to have something to show Cohort members at next in-person meeting.
* Attendees will decide who is responsible for completing “homework” prior to next, in-person meeting.

1. **Determine Next Steps**

**Co-Facilitator, Crissy Calvert**

* + Review Cohort Team Charter
    - Jennifer L. will make noted changes to Cohort Team Charter and will share with members
  + Address Other Business
  + Schedule Next meeting
    - In-person at Seton Highland Lakes, May 5, 1:00 – 3:00 p.m.
  + Review Action Items and Assign Responsibility

**ACTION ITEMS**

|  |  |  |
| --- | --- | --- |
| **Person Assigned Task** | **Task** | **Status: Completed / Not Completed** |
| Ranita | Type up and share meeting note with members | Complete |
| MAP Team | Preliminary research for MAP grant | Not Complete |
| Crissy | Research Readmission Cohort | Not Complete |
| Crissy | Contact presumptive Medicaid speaker and ask to attend/call in for upcoming Cohort meeting to present to group | Not Complete |
| Crissy | Schedule and plan next in-person meeting, May 5 | Complete |
| Jennifer L. | Will give Cohort members transportation resource information and pull data from existing resource lists | Not Complete |
| Beth | Schedule and plan conference call meeting, March 23 | Not Complete |
| Jennifer L. | Update Cohort Team Charter and share with meeting minutes | Complete |
| RHP 8 Anchor Team | Share sign-in sheet and PowerPoint presentation from 3/4 meeting with attendees | Complete |
| Jennifer B. | Present on RHP 8 monthly LC call – update on Cohort activities, 3/10 | Not Complete |

1. **Adjourn Meeting**

**Anchor Team, Jennifer LoGalbo**